

Information for Citizens Interested in Becoming a Poll Worker

Who works at the Polls on Election Day?

On Election Day, each voting site is staffed with Poll Workers that consist of Judges (Precinct Officials) and Assistants.

What is the difference between Judges and Assistants?

By law, Judges who work at the polls on Election Day are recommended by the two major political parties, and are appointed in odd-numbered years to serve a two-year term in their position. Each Precinct will have one Chief Judge, one Republican Judge and one Democratic Judge. The Chief Judge is the person in charge of the assigned Precinct. The other two judges will be in charge during the Chief Judge's absence. All three Judges are responsible for running their assigned Precinct on Election Day.

Assistants work the polls to assist the Judges in serving the voters on Election Day in whatever capacity that the Chief Judge deems necessary. The number of Assistants at each Precinct will depend on both the size of the Precinct and the expected voter turnout for that particular Election. Assistants are either recommended by their respective political parties or they are recruited directly by the Board of Elections Office.

What are the Duties of Chief Judges?

The Chief Judges have primary responsibility for the Election process within their assigned Precincts. They contact the polling sites to make arrangements for setting up the designated area. They also contact the Judges and Assistants to confirm their availability to work prior to each Election and to schedule a planning/set-up meeting at the polling site. They are responsible for picking up all Election Day Supplies, for all Election Day job assignments, all ballot inventories and the resolution of any problems that may arise on Election Day at their assigned Precinct. They are responsible for returning all Election Day supplies for auditing after the polls close. Chief Judges must be able to work a 13-14 hour day.

What are the Duties of the Judges?

The Judges are responsible for helping the Chief Judge with polling place set-up. They work closely with the Chief Judges to ensure a successful Election. They are responsible for taking over the Chief Judges duties in the event of a Chief Judge's absence. Along with the Chief Judge, they hear and decide on all challenges, they sign all official documents. They help with the closing of the polling site, counting the votes and securing the building. Judges must be able to work a 13 – 14 hour day.

What are the Duties of the Assistants?

Assistants serve as team players. They will be assigned various jobs by the Chief Judge on Election Day. Assistants may work less than a full day if the Chief Judge feels the Precinct will be adequately covered. If an Assistant leaves the Precinct, they are not allowed to return to work.

How Much Training is Required to Become a Poll Worker?

Chief Judges and Judges are required to attend paid training sessions conducted by the Orange County Elections office prior to each Election. It is optional for Assistants to attend the training sessions, but it is highly recommended that they do so. Assistants will be paid to attend training as well.

What are the Qualifications for Becoming a Poll Worker?

Any person appointed to any of these positions must be a registered voter in Orange County and be of good moral character. In addition, they should be able to read and write accurately, follow directions, and have excellent customer service skills. Computer experience is required.

Who May Not Serve as a Poll Worker?

No person who is the wife, husband, mother, father, son, daughter, brother or sister of any candidate for nomination for Election may serve during any Primary or Election in which such candidate participates. No person who is the wife, husband, mother, father, son, daughter, brother or sister of a Poll Worker may serve in the same Precinct. No person who is actively working on a candidate's campaign (including the candidate) or who holds an office in a political party would be allowed to serve as a Poll Worker. No Elected Official may serve as a Poll Worker.

Can the Board of Elections Remove Poll Workers?

Yes.

What is the Compensation for Poll Workers?

Compensation is constantly being adjusted. You may call the Board of Elections for current rates.

Interested in becoming a Poll Worker?

You may complete this [Election Worker Sign-Up Sheet](#) and submit by email, mail, fax or hand-deliver. Or you may contact Bettye Timberlake at btimberlake@orangecountync.gov or by calling 919-245-2350.

Thank you for your interest. We look forward to hearing from you!